

**WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112
MONDAY, OCTOBER 17, 2011**

CALL TO ORDER – 7:00 p.m.

Mr. Klein called the meeting to order at 7:00 PM followed by the Pledge of Allegiance and the invocation. Mr. Klein informed the audience that there was an Executive Session held this evening to discuss legal and personnel issues.

ROLL CALL

Adam Klein, Chairman
Linda Turns, Secretary/Treasurer

Jay Megonnell, Vice-Chairman
Chris Scott, Supervisor

CORRESPONDENCE:

Mr. Klein briefly reviewed the correspondence items and informed the public that all correspondence is available for review. The following items were brought up for discussion.

FROM: Staff **RE:** Municipal Recycling Performance Grant application- Ms. England informed the Board that for the calendar year of 2010 there was an increase in tonnage recycled of 15%.

PUBLIC COMMENT:

Don Steinmeier, 11 North Fairville Avenue- Mr. Steinmeier asked for an update on when the Stofko/Getty project will begin. Ms. England stated the Township is waiting on the permit from DEP and easements from landowners. The earliest the project will begin is November 1st. He said at the September 24th town meeting with Senator Piccola he brought up his concerns regarding state mandates. Mr. Steinmeier asked for clarification on the 2011 pension state aid which was listed in correspondence. Solicitor Yost explained that the Township will receive an increase in 2011 however this is a one time occurrence due to an increase in collecting the Gross Premium tax.

PUBLIC HEARING/MEETINGS: None

PRESENTATIONS, STAFF/BOARD REPORTS: None

APPROVAL OF MINUTES

Regular meeting – October 3, 2011- *Ms. Turns moved, seconded by Mr. Megonnell to approve the regular meeting minutes of October 3, 2011. Motion passed unanimously.*

Workshop meeting-October 3, 2011 *Ms. Turns moved, seconded by Mr. Megonnell to approve the workshop meeting minutes of October 3, 2011. Motion passed unanimously.*

Workshop meeting-October 10, 2011 *Ms. Turns moved, seconded by Mr. Megonnell to approve the workshop meeting minutes of October 10, 2011. Motion passed unanimously.*

TREASURER'S REPORT

Ms. Turns reported the following fund balances:

A. Fund Balances (Fund balances are presented for reference only.)

General Fund Balance as of October 14, 2011	\$1,443,799.91
Total Liquid Fuels Balance as of October 14, 2011	\$383,900.74
Total Capital Reserve Fund Balance as of October 14, 2011	\$1,748,189.66

B. Deposit Activity since October 4, 2011 \$38,454.99

Ms. Turns reported the gross payroll of October 7, 2011, totaled \$28,312.64. *Mr. Scott moved, seconded by Mr. Megonnell to approve the payroll of October 7, 2011 in the amount of \$28,312.64. Motion passed unanimously.* Ms. Turns reported the vouchers prepaid to meet due dates was \$6,526.89. *Mr. Megonnell moved, seconded by Mr. Scott to approve the vouchers prepaid to meet due dates in the amount of \$6,526.89. Motion passed unanimously.* Ms. Turns reported the total for the vouchers to be approved is \$49,314.98. *Mr. Scott moved, seconded by Mr. Megonnell to approve the vouchers in the amount of \$49,314.98. Motion passed unanimously.* Ms. Turns reported the total for the Emmaus Bond Pool Loan is \$363,152.52. *Mr. Megonnell moved, seconded by Mr. Scott to approve the Emmaus Bond Pool Loan in the amount of \$363,152.52. Motion passed unanimously.* Ms. Turns reported the electronic transfer from the Building Fund to the PLGIT account is \$15,000.00. *Mr. Scott moved, seconded by Mr. Megonnell to approve the electronic transfer from the Building Fund to the PLGIT account in the amount of \$15,000.00. Motion passed unanimously.*

PLANNING COMMISSION REPORTS AND PLANS: None

OLD BUSINESS:

Resolution 2011-57, Appointment of Planning Commission Member. Tabled on 09/06/11.

The Board received an application from Charles Ackney for the vacant position.

Mr. Megonnell moved, seconded by Mr. Scott to adopt Resolution 2011-57 appointing Charles Ackney to seat #6 on the Planning Commission. Motion passed unanimously.

NEW BUSINESS:

Motion – Consent Items: Section 607. (4): None

Motion – Board of Supervisor vacancy- The Board of Supervisor vacancy was advertised in the Patriot News and the Paxton Herald. Interested applicants were asked to submit resumes and/or letters of interest. Mr. Klein informed the public that the Board received six applications for the vacancy on the Board of Supervisors. They reviewed and discussed the applications at an Executive session this evening. Mr. Klein opened the floor for nominations. Mr. Scott nominated Gloria Zimmerman. Mr. Megonnell seconded Mr. Scott's nomination. There were no other nominations. There was a roll call vote.

Mr. Scott moved, seconded by Mr. Megonnell to appoint Gloria Zimmerman to Seat 2 for a term ending January 6, 2014, the first Monday in January after the next municipal election. Motion passed unanimously on a roll call vote.

Motion – Bid 2011-07, CapCOG Salt bid- Mr. Megonnell asked Mr. Harman, Road Master, if there was any road salt in storage at the shop. Mr. Harman said that he just ordered 300 ton of salt at the 2010-2011 rate of \$52.00/ton, so the shed is full.

Ms. Turns moved, seconded by Mr. Scott to accept the low bid for the CapCOG Road Salt contract for the winter season 2011-2012 from Mid-Atlantic Salt, LLC, at a delivered price of \$64.00 per ton. Motion passed unanimously.

Motion – Scope of Work, NPDES permit year #8 -The Township has entered the ninth year of the PA DEP NPDES (National Pollutant Discharge Elimination System) Phase II MS4 (Municipal Separate Storm Sewer System) permit. For the past 8 years, the Township Engineer HRG has provided services associated with MCM #3, Illicit Discharge Detection and Elimination.

Mr. Scott moved, seconded by Ms. Turns to approve the scope of work for the NPDES Phase II MS4 Permit Year #9 scope of work in the amount of \$3,000. Motion passed unanimously.

Motion – Scope of Work, Rec Center Renovations- Staff has met with Township Engineer, Al Brulo, to review the existing conditions of the firehouse. Mr. Brulo has recommended a three phase approach to complete all the tasks in a timely and efficient manner. Mr. Scott asked for further clarification regarding the assessment of asbestos in the building, which he is concerned about. Mr. Brulo briefly reviewed the Scope of Work for Phase 1, the documentation of existing facility to determine environmental conditions and building floor plans. There was general discussion regarding the proposed project, potential environmental problems that may be found, and costs involved with the project.

Mr. Scott moved, seconded by Ms. Turns to approve Task 1 in Phase 1, Asbestos Containing Materials, and have a presentation to the Board of the results before proceeding to Task 2.

There was further discussion regarding Task 2, lead-based paint testing. The Board also discussed the cost of the scope of work if tasks were completed in stages. Mr. Brulo estimated that Task 1 & 2 would cost approximately \$5,500.

Mr. Scott clarified his original motion, seconded by Ms. Turns to approve Task 1 (Asbestos Containing Materials) & Task 2 (Lead-based paint testing) for the Recreation Center Renovation project for an estimated cost of \$5,500. The Township Engineer will report to the Board the results of the testing. Motion passed unanimously.

Motion – Extension of Declaration of Disaster Emergency

Ms. Turns moved, seconded by Mr. Megonnell to extend the West Hanover Township Tropical Storm Lee Disaster Declaration of September 7, 2011, to November 7, 2011. Motion passed unanimously.

Mr. Megonnell asked for an update on flood debris collected at the compost center. Ms. England stated that 19 tons of debris was collected.

Motion – East Hanover Township Comprehensive Plan

Ms. Turns moved, seconded by Mr. Megonnell to send a letter to East Hanover Township and their consultant agreeing with the proposed revisions to their Comprehensive Plan. Motion passed unanimously.

Motion- RFP for Auditing Services - Three years ago the Board of Supervisors hired Hamilton & Musser PC as the independent auditing firm to complete the 2008, 2009, and 2010 calendar year audits. The next three year cycle includes 2011, 2012, and 2013. Typically the Board appoints the Township Auditor at the reorganization meeting in January. In order to meet this timetable the RFP's for auditing services should be issued immediately upon authorization by the Board with a due date of November 14, 2011.

Ms. Turns moved, seconded by Mr. Megonnell to authorize the issuance of an RFP for Auditing services for the calendar years 2011, 2012, and 2013. Motion passed unanimously.

Motion – Delinquent Earned Income Tax Collection At the workshop meeting on October 10, 2011, the Board discussed the issue of the collector of delinquent Earned Income Taxes (EIT). A motion was made to have Capital Tax Collection Bureau remain the delinquent EIT collector for you for 2011 and prior, contingent upon their annual rate. Further research reveals that the commission charged by Capital Tax Collection Bureau on delinquent EIT collection is 2% and Keystone Collections, the new county-wide collector, will charge 0.00%. July 1, 2012, is the statutory date for any change in delinquent EIT collections.

Ms. Turns moved, seconded by Mr. Scott to assign 2011 and prior year delinquent EIT collections to Keystone Collections Group and direct Capital Tax Collection Bureau to turn over the payment history by July 1, 2012. Motion passed unanimously.

OTHER BUSINESS THAT MAY COME BEFORE THE BOARD:

Bill McCahan, Fire Police Captain, stated that the signs at Harper Drive do not express the intent of the turn around. The current signs indicate Interstate 81 but not the facilities at the exit. The Township Engineer will contact Mr. McCahan to discuss and resolve the issue.

PUBLIC COMMENT:

Beth Carricato, 699 Knight Road- Ms. Carricato stated that the tax collector has not cashed her check for school taxes which was written in August. Ms. Turns suggested that she contact the Dauphin County tax office to file a complaint since the Board of Supervisors has not authority over the tax collector.

SUPERVISORS COMMENTS: Mr. Scott asked Mrs. Estheimer, EAC Chairman, for an update of the existing tree and vegetation ordinance. She said that the EAC has been working on the ordinance for the past few months. They have received resources from DCNR Bureau of Forestry and Penn State School of Forestry department. EAC members will meet with Mr. Leonard on October 25th to provide an outline of the mitigation plan and discuss stormwater run off issues. Mr. Scott said that when his term expires at the end of this year Mr. Megonnell will work with the EAC on the Township recycling program. The EAC will continue to work with local businesses and the school district to promote the Township recycling program.

Mr. Megonnell reminded residents of the upcoming Park and Recreation Programs:

- October 18th-55+ Club
- October 24th-Ham and Green Bean Dinner
- October 25th- Pumpkin Carving
- October 29th- Fall Craft, Car, & Bike Show

Ms. Turns said the Historical Society will meet on October 20th.

ADJOURNMENT: 7:45 pm